

**Hankelow Parish Council  
Neighbourhood Plan Steering Group**

MINUTES of a meeting held on August 28th 2019  
in the Methodist Chapel Community Room

**1. Apologies for absence – None**

**Members Present** – Alan Draper, John Durrant ( Chair ), Michelle Hulme, Ian Jones, Tony Lee, John Whitehead, Carol Fitzsimons.  
Councillor D. Smith attended as a member of the public.

**2. Declarations of Interest – None**

**3. Minutes of the last meeting – Taken as correct record**

**4. Matters Arising**

- a) SAPD Part 2 - Hankelow now qualifies as a Village.
- b) Allocation of Sites – sites 5 and 9 proposed. Parish Council to inform landowners of sites not selected.
- c) Colin Ainley had informed the Group of his resignation.
- d) The Parish Council Extraordinary Meeting had accepted the draft Plan.

**5. Communications**

- a) JD had made further contact with Lucy ( CCA ) and Tom ( CE ).
- b) The revised draft had been submitted to Tom, who had completed the Environmental Assessment, preparatory to sending the Plan out to relevant consultees. Responses were now awaited.

**6. Preparation for the Regulation 14 Consultation**

- a) JD presented the Reg. 14 Notification letter. The Group agreed to the format as circulated, and suggested emendations to the list.
  - b) Locations of Printed copies of the plan. The following were proposed: The Lord Combermere PH, Audlem Medical Centre, the Public Hall, Hankelow Methodist Community Room, St. James' Church, the Co-operative Shop, Nantwich Library.
  - c) The Consultees list of bodies to be notified was discussed and approved; some were required and some optional. JD to present list to the next Parish Council meeting in September.
  - d) JD will compose a Response Form to go on the Web, and a village flyer version of the notification letter.
  - e) Gin Foster had offered to deliver a village flyer to parishioners; Carol to assist.
  - f) Dates for NP completion depended on the results of the Strategic Environmental assessment consultation process.
  - g) JD to finalise Reg. 14 Consultation feedback form.
- Note - an electronic online version of the form will not be available.

## **7. Any other business**

- a) Members unanimously thanked JD for all his hard work.
- b) Feedback on policies: JD circulated a draft Q and A form to be available at the Drop In session. Content of the policies could be accessed on the web.
- c) The Community Room Drop In session date on a Saturday in September or October to be finalised. It was agreed the timing should be 10 a.m. to 2 p.m., NP members present.

## **9. Date of next meeting**

To be decided.